

Agenda Item: 7

Governing Body
Meeting
held in public

REPORT

Subject	Accountable Officer's Report
Date	7 September 2017
Author	Sarah Thompson, Accountable Officer
Lead Director	Sarah Thompson, Accountable Officer

Executive Summary

The purpose of this report is to provide Governing Body members with an understanding of the work of the Accountable Officer over and above those items included on the agenda of the Governing Body meeting. This report covers a period of four weeks from 24 July to 18 August for the submission of Governing Body papers.

Key areas covered in the report are as follows:

- Arrangements for Financial Recovery
- Meetings with Bedford Borough and Central Bedfordshire Councils
- Meetings with Providers of Services
- CCG Member Practice visits
- Bedfordshire, Luton and Milton Keynes (BLMK) Sustainability and Transformation Partnership
- Meetings with Bedfordshire CCG Staff
- Meetings with Healthwatch
- Shared Services Meetings
- Director level changes

Recommendation

The Governing Body is requested to NOTE the content of the report.

Links to the business and risks

Relevant Strategic Priorities 2016/17 (please mark in bold)

1. Systematically implementing prevention, early diagnosis and early intervention
2. Commissioning services that deliver evidence-based care, in the right place and at the right time, including promoting self-care and empowering patients to manage their own conditions.
3. Making sure that care is high quality, safe and sustainable, that it improves health outcomes and wellbeing and provides a good patient experience.

4. Using the statutory framework with best practice governance and transparency principles to be fully accountable to our population in commissioning and operating as a part of the wider health system
5. Ensure that the CCG commissions and operates in a financial manner consistent with the regulatory framework, long terms sustainability and best use of public money.
6. We will work in close partnership with all the organisations who commission or provide care for our population, to integrate services where it makes sense and to achieve seamless transitions of care for patients where services remain separate.
7. Embedding member, public, patient, carer, staff and other stakeholders' views through meaningful engagement into decision-making processes and commissioning intentions.

Links to Board Assurance Framework / Corporate Risk Register	Not applicable for this report
Details of additional risks associated with this paper (may include NHS England Assurance Framework / NHS Constitution)	Not applicable for this report
Financial Implications / impact	None identified
Legal Implications / impact	None identified
Partnership work / public engagement implications / impact	Not applicable
Committees / groups where this has been discussed before	Not applicable
Other options available and their pros and cons	Not applicable
Background papers	None

Report of Accountable Officer to Bedfordshire CCG **Governing Body 7 September 2017**

Introduction

The purpose of this report is to provide Governing Body members with an understanding of the work of the Accountable Officer over and above those items included on the agenda of the governing body meeting.

Sarah Thompson took up post as Accountable Officer on 24 July 2017 as an NHS employee for a twelve month period. The fixed term arrangement is in place to give flexibility for the emerging organisational arrangements to support the Bedfordshire, Luton and Milton Keynes (BLMK) accountable care system.

This report covers a period of four weeks from 24 July to 18 August for the submission of Governing Body papers.

Arrangements for Financial Recovery

A financial escalation meeting with NHS England was held on the 27 July at which a request was made for a financial recovery plan to deliver the control total by 31 March 2018, by the end of August.

On the advice of the Chair, an approach was made to Andrew Moore of Clarity who successfully compiled the last recovery plan in 2015 for Bedfordshire CCG. Andrew and his team commenced work against an agreed brief on the 2 August for a fixed period.

In parallel to the above the Accountable Officer has asked that all expenditure over £10k is now signed by herself in order to understand where resources are flowing.

The next escalation meeting with NHS England is confirmed for the 8 September and preparation meetings with NHS England commence from the week of 21 August. Members of the Governing Body will consider the final draft recovery plan in part 2 of the Governing Body.

Meetings with Bedford Borough and Central Bedfordshire Councils

The Accountable Officer has met with the Chief Executives of both councils, the Mayor of Bedford Borough and the Leader of Central Bedfordshire Council.

The Accountable Officer has attended as a member the following meetings:

- Transforming Bedfordshire Partnership Board – One Public Estate
- Central Bedfordshire Transformation Board

Integrated working with both councils is currently under discussion, and discussions have been held with Central Bedfordshire Council on what this might include going forward taking account of the need to regain financial grip first. The CCG is giving consideration to the services and budgets that might be worth exploring in more detail with both councils.

Meetings with Providers of Services

An introductory meeting and hospital walkabout with Stephen Conroy, Chief Executive of Bedford Hospital, was undertaken on 25 July. A meeting with the Chief Executive of Essex Partnership University NHS Foundation Trust who provide Community services was held in August, together with a meeting with the Acting Chief Executive of the Luton & Dunstable Hospital University Trust.

CCG Member Practice visits

The Accountable Officer will visit at least one Bedfordshire GP member practice every month. A visit was made to the Arlesey Practice on 11 August.

Bedfordshire, Luton and Milton Keynes Sustainability and Transformation Partnership (BLMK STP)

The Accountable Officer attends a weekly meeting of the Accountable Officers and Chief Executives of the STP partner organisations that is chaired by Richard Carr, Chief Executive of Central Bedfordshire Council and STP convenor.

Programme 5 (P5) of the STP relates to the development of the accountable care system where the three executive teams of the CCGs have started to meet together on shared commissioning matters. A functional review of the services within each of the three CCGs is planned with active staff engagement over the autumn period for report back to each governing body before Christmas.

Meetings with Bedfordshire CCG Staff

Staff meetings have been held on 26 July and 8 August and the Accountable Officer attended the Staff Involvement Group meeting on 1 August. A briefing session for the Accountable Officer to meet with Senior Management Team staff members – one level below directors – is now in place. This will occur after every Executive Committee going forward.

Staff would like to meet governing body members and learn more about their role and responsibilities. Arrangements for this will be put into place.

Meetings with Healthwatch

Two separate meetings were held with Healthwatch Central Bedfordshire, and Healthwatch Bedford Borough at their respective bases. The Chair and Accountable Officer will establish regular meetings with each Healthwatch over the coming year.

Shared Services Meetings

Bedfordshire CCG receives its human resources, organisational development and learning support through a contracted shared service that covers Luton CCG and the two Hertfordshire CCGs. The Accountable Officer has attended, and will continue to attend, bi-monthly meetings on the progress of these services to CCG staff.

Director level changes

Clare Steward, Director of Strategy and Transformation, leaves the CCG on 29 August to commence a new post but will maintain a part time role to complete the community services procurement process between September to November 2017. Clare's contribution has been much appreciated.

Following consideration by the Remuneration Committee, interim director-level cover for the post of Director of Strategy and Transformation has been sourced for a three month period pending the recruitment and selection of a 12 month post holder.